

SUSSEX COUNTY AIRPORT ADVISORY COMMITTEE

Meeting Minutes
January 23, 2013

Opening:

The regular meeting of the Sussex County Airport Advisory Committee was called to order at approximately 6:02 p.m. on January 23, 2013, at Sussex County Emergency Operations Center, by Sussex County Airport Manager, Jim Hickin.

Advisory Committee Members Present:

Honorable Sam Wilson, County Council
Todd Lawson, Sussex County Administrator
Mike Izzo, Sussex County Engineer
Julie Wheatley, Director, Sussex County Economic Development

Gus Croll Garrett Dernoga Jeff Reed Mark Ryan

Jim Hickin, Sussex County Airport (Non-member)

Advisory Committee Members Absent:

Rick Garner Larry Kelley Richard Wilson

1. Approval of Agenda

A Motion was made by Mike Izzo, seconded by Garrett Dernoga, to approve the agenda as distributed. The agenda was unanimously approved by consent.

2. Election of Officers

Nominations were taken for the position of Chairman. A motion was made by Garrett Dernoga to nominate Jeff Reed. The motion was seconded by Gus Croll. At this time nominations were closed. By vote of consent Jeff Reed is the Chairman for 2013.

At this time the meeting was turned over to the Chairman, Jeff Reed. Nominations were open for the position of Vice-Chairman. Jeff Reed nominated Gus Croll, seconded by Garrett Dernoga. At this time nominations were closed. By vote of consent, Gus Croll is the Vice Chairman for 2013.

3. Approval of Minutes

A Motion was made by Gus Croll, seconded by Mike Izzo, to approve the minutes of the November 28, 2012 meeting. The minutes were unanimously approved by consent.

4. Declaration of any letters, opinions or other guidance from outside the Advisory Committee presently or in the past

Julie Wheatley read correspondence from Ed Short, Justin Tanks, who is a tenant at the Industrial Park. The correspondence was regarding the Airport Restaurant.

Jeff Reed inquired to Todd Lawson, County Administrator, about the procedure for distributing correspondence that committee members receive personally. It was decided to forward correspondence to Todd and he will distribute as needed.

5. Wildlife Management Update

Jim informed the committee he had attended the Wildlife Management class in December. The class was useful in identifying birds and how to handle bird strikes.

We have received a permit from DNREC to harvest deer again. At this point the deer do not appear to be in abundance as they were last year.

6. Airport Update

Jim Hickin discussed the following updates:

- A. Runway Extension- We are in the middle of the winter shutdown on the project and will probably resume in March when the weather is better. The time line for the project is still on schedule. The next phase will begin in early spring.
- B. The business plan for the airport has completed its first chapter. The next part includes the SWOT (strengths, weaknesses, Opportunities and Threats) analysis.
- C. The energy audit is complete and will soon be released. It was funded by a 2011 grant to determine cost savings for the airport.
- D. The Navy Parachute team has begun their activity at the airport. Jim informed the committee that this type of operation is a legitimate aeronautical activity.
- E. Airport Restaurant Update- RFP's are out and Hal Godwin is working with various people. The RFP's are due back by February 1, 2013. Garrett Dernoga inquired what the risk of not having someone in operation by the end of March 2013, when current operators are due to close. Jim said it will be dependent on the operator. Todd stated that the County is going to do everything we can to expedite no gap in service. Should any renovations be needed that would be the hold up. He stated that the goal is to have minimal interruption in service.

- F. Signage: Jim has been working with DelDOT for the off-airport directional signs and most of the signs have been addressed. There is still an issue with the Park Avenue/Route 9 sign which is being addressed.

7. Economic Development Update

Julie Wheatley and Jim Hickin updated the committee on new business openings at the airport as well as in the county.

A. Industrial Park:

Cooper Bearings is expected to relocate in February.

Delmarva Insulations is relocating to the Universal Forest Product building.

Laurel Garden Holdings has assumed the Superior Lawn and Landscaping building.

California Closet has subleased their building to Adams Construction.

An empty building with approximately 3600 sq. ft. is vacant and available at the industrial park.

B. Airport:

Deltech will begin construction in February on their Power Plant building and is expected to begin classes in September.

C. Other areas in Sussex County:

ILC is moving into Seaford. This is a high tech type of employment.

8. Committee Membership Discussion

Todd Lawson mentioned the idea of opening up the committee to include a local business person to be added to the committee. Any changes will require a bylaw change and would need to go to Council for their approval. After much discussion it was decided to defer action at this time on this issue. Jeff Reed asked Julie if she could come up with some ideas to stimulate interest in meetings from the business community. This item will remain on the agenda but will be entitled "Community Outreach-Economic Development".

9. Public Comments

Gerald Wingate, spoke regarding the experiences he has had on two separate occasions with the front desk at the terminal building. Garrett Dernoga suggested he visit the airnav.com website to view the reviews regarding the positive reviews about the FBO.

Jeff Reed thanked Gerald for his comments.

10. Next Meeting Date

The next meeting will be held on Wednesday, March 27, 2013 at 6 p.m. at the Emergency Operations Center, Georgetown, Delaware.

A motion to adjourn was made by Garrett Dernoga, Seconded by Todd Lawson. The meeting adjourned at 7:03 P.M.

Minutes respectfully submitted by:

Susan Wise, Clerk III Technician
Sussex County Airport